

## Tenderer's Checklist

### Procurement procedure: EMSA/NEG/21/2019

#### Title: HACCP audit services

In order to submit an offer in this Procurement Procedure the tenderer has to complete and submit all documents listed below:

Document	Check
Tenderer's offer	
Signed cover letter	
Legal entity form	
Financial identification	
Statement of subcontracting / Joint offer <i>(if applicable)</i>	
Annex A "Price List / Financial proposal"	

The Tenderer's Checklist and above mentioned documents shall be duly signed by the authorised representative.

The documents shall be scanned and submitted by e-mail to the following address:

**neg212019@emsa.europa.eu** before 16:00 hrs (Lisbon time) on **14/06/2019**. Please note that an original hard copy of the offer, may be requested from the company to whom the contract is awarded.

Date:

Signature:

Name, title: